

**VILLAGE OF BURBANK  
REGULAR MEETING, MARCH 5, 2026**

Mayor Anna Purdy, called the meeting to order at 7:01 PM.

A roll call was taken with the following officials present: Ingram McCord, Terry Moore, Jay Byler, Thomas Lenhoff; Marti McCord also, in attendance: Allan Michelson – Solicitor, Gary Harris – Fiscal Officer and visitors Cathy Kopp, Michael Graves, Jamie Long, and Deputy Rush

Mayor Purdy welcomed our guests, let them know that the meeting is being recorded and requested that all questions and comments from the public be delayed until the Public Participation segment near the end of the meeting

**REGULAR COUNCIL MEETING**

**Marti made a Motion to excuse Ben Berger and Allan Michelson, seconded by Jay. Vote: 5 ayes, 0 nays**

Minutes – February 5, 2026 Regular Meeting Minutes

**Jay made a motion to waive the readings and to approve as submitted the February 5, 2026 Regular Meeting Minutes, seconded Marti. Vote; 5 ayes, 0 nays**

Council Reports:

Safety

Marti reporting:

- announced 61.25 out of 60 hours was worked in February and reported that the itemized Service Report has not yet been received
- Mayor Purdy reported that T-Mobile offers a Grant for communication upgrades that might be able to offer assistance in being able to televise our Council Meetings for residents – Gary was asked to investigate this grant and report back to Council
- discussion took place about purchasing and installing safety signs cautioning drivers about children in the area – Gary reported that the signs and posts are available at a cost of approximately \$30 each but we will probably need to find a new installing contractor – Gary was asked to begin searching for a new contractor. Council will decide on how many signs and placement at the next meeting.

## Finance

Terry reporting:

- read the March Paid Bills and the Automatic Deductions amounting to \$21,120.52 and asked if there were any questions or any details needing to be presented – Jay asked to hear what were the higher amounts for bills paid – Terry reported that \$12,299 were for the Sheriff patrols, \$3,960 were for plowing and salting and \$1,038 was for the Wayne County Prosecutor’s office - **Terry made the motion to accept these payments, seconded by Jay. Vote – 5 ayes, 0 nays.**

Gary reporting:

- reported that he sent an email on March 3<sup>rd</sup> to all Village Officials with an updated Grant Options for 2026 report listing update 2026 pricing for the OPWC Mill Street and Asphalt W. Trail in the Park – stated that he needs to know if Council wants to proceed with the engineering for either of these projects and if he is to file the grant applications for each this year – Mill Street must be next, per the engineer having to do with the tie in to the storm sewers on E. Middle Street - Gary reviewed the costs for Mill Street – he asked if there are any questions or comments on Mill Street – none were offered – Gary stated that if Council wants to proceed with the engineering he **needs a Motion authorizing the Fiscal Officer to generate a PO for \$39,000 to Engineering Associates to proceed with the engineering work on Mill Street and to proceed to file an OPWC Grant Application for this project, so moved by Jay, seconded by Ingram**
- for the W. Hiking Trail we had two options both with ODNR but two separate Grant programs – the Recreational Trail Program is specifically for trail construction only and offers 80% funding with a 20% Matching amount and the Nature Works Grant offers 75% funding with a 25% Matching amount plus we can also include the E. Pavilion new roof, more mulch and perhaps more tables, benches, etc. in the Nature Works Grant – unfortunately he didn’t find the Trail grant until just recently, over the last 3 days he has been reviewing the 92 page Grant Application Instructions and the deadline is too tight, March 16<sup>th</sup>, to get all support documents assembled and delivered – any questions or comments - Gary reviewed the costs for the Nature Works Grant and asked if Council wants to proceed – Marti asked if Gary reviewed the budgeted costs to make sure we can afford both programs (OPWC and Park Trail) and Gary said yes, it looks good to proceed – Marti recommended that we include the E. Pavilion Roof along with the West trail - Gary asked for **a Motion authorizing the Fiscal Officer to issue a PO for \$5,500 to Engineering Associates to proceed with the engineering work on the W. Trail, so moved by Marti, seconded by Ingram. Vote: 5 ayes, 0 nays**
- Storm Sewer alternate service provider – no change since last meeting – Gary still needs to contact the alternate bidder to provide additional information
- reported that on March 2<sup>nd</sup> he sent information to Village officials regarding speed bumps based on input from Engineering Associates and his review of the recommendations/guidelines from our insurance carriers as well as concerns made by him and the engineer – Council discussed the matter and determined that speed bumps are not the way to go but kept the option open for consideration in making Henrietta between E. Middle and Water Streets a one-way street
- reported that tonight we need to vote on the Permanent Appropriations for 2026 - Gary stated that he has included the adders for engineering services for the Mill Street and W. Hiking Trail projects adding \$44,500 + \$1,000 for Columbia Gas +\$200 for postage and \$1,000 for dues and

fees as well as \$1,500 for snow plowing & salting just in case we have more bad weather for a total adder of \$48,200 and a revised total expenditures for 2026 up to \$228,200.00 – he asked if there are any questions – none were offered – Gary did the first reading of Ordinance 2026-02, an Ordinance to set Permanent Appropriations for the current expenses of the Village of Burbank, State of Ohio, during the year ending December 31, 2026 and declared to be an emergency for the public peace, health, safety and welfare

- Jay made a Motion to waive the 2<sup>nd</sup> and 3<sup>rd</sup> readings of Ordinance 2026-02, seconded by Marti.

Vote: 5 ayes, 0 nays

- Jay made a Motion to adopt Ordinance 2026-02 as an emergency, seconded by Ingram. Vote: 5 ayes, 0 nays

#### Parks

Ingram reporting:

- ❖ confirmed that the trash was emptied for February and that he gave a dumpster key to Ben
- ❖ Mayor Purdy reported that she has spoken with Mr. Cotton, who is still involved with the Baseball Association, and they are waiting for good weather to replace the backstop at the ballfield

#### Streets

Jay had nothing to report.

#### Water/Sewer & Zoning

Thomas had nothing to report.

#### New Business:

Gary reporting:

- ✓ confirmed the next Council meeting will be Thursday, April 2<sup>nd</sup> at the start time of 7:00 PM
- ✓ reported that our Levies expire this year for Police and Parks – with the current contract with the Wayne County Sheriff Department our annual costs are \$49,196 and the current levy, in 2025, brought in \$32,862.84 which was 88% of what was forecasted to be earned from property taxes– the only reason we are able to cover these higher costs was due to the shortage of hours worked by Creston Police before they terminated their contract - if costs for coverage increase beyond this year's cost per hour, we will need to increase the Levy to bring in at least \$50,000 based on this year's rates and if we want to cover a potential 20% increase in hourly rates over the next 5 years, although we have seen prices increase 20% in one year, we need to bring in a total of \$60,000 per year at a minimum – for Parks in 2025 we had revenue of \$12,428.68 which was also 88% of what was forecast to be earned from property taxes – in 2024 we spent \$19,056.26 and in 2025 we spent \$24,099.87 – this was only possible by having accumulated monies due to lower spending in prior years – If we are going to keep spending at these levels, we need revenues in the \$20-25,000 range each year which is nearly double what is now being earned through property taxes – it should be pointed out that in 2024 revenues earned from property taxes for Police and Parks exceeded

estimates by 4%, in 2025 property tax revenues dropped by 12% or 16% overall from 2024 – the question is why is this happening and will this be a “one only” event or the start of a “trend”

- ✓ with Allan not present tonight Gary reported that he is unable to report as to when the deadline is to submit any documentation for adding the Police and Park Levy’s to the Board of Elections – it should be noted that if the Village does not pursue retaining these levy’s, Police coverage for the Village will need to end in 2027 and Park funding will also end at this same time
- ✓ Westfield Bank has been purchased by First Financial Bank and Gary is working through this transition now including remote deposit upgrades, determining the best type of business checking account for the Village and ACH deposits and payments for a smooth transition to mention a few of the matters needing to be finalized by 3/16/26 – they offer a program named Positive Pay, to reduce chances of check and ACH fraud that is now on the increase – Gary has asked them to eliminate the monthly charge for this service and he is waiting to hear back from the Bank – if we go with this a daily report is issued any time we issue a check or have an ACH payment, we approve the release of funds for these expenses to the party involved – if an outside source tries to change the payee information the transaction is blocked – he asked if there are any questions or comments– none were offered – Gary asked for a **Motion to authorize the Fiscal Officer to set-up Positive Pay if monthly fees are waived, so moved by Terry, seconded by Marti. Vote: 5 ayes, 0 nays**

Old Business:

Gary reporting:

- Mayor Purdy confirmed that Allan informed her that he sent a letter to Frontier about the vine growth on their pole

Public Comment:

- Jamie asked the status of the action being taken by the Village as regards her sidewalk removal as she has not received any information or notifications – she once again stated that she obtained the OK to remove that section of sidewalk, she has a video of that authorization and once again offered an easement to the Village – she showed a photo of the water draining around her home that has improved with the removal of the sidewalk and stated that she now wants to remove the other section of sidewalk and she is not removing these sidewalks just to be a pain to the Village – Jay stated that the Village is not attacking her, that we have a dispute over the right-of-way and we are needing court to decide – Gary stated that he reviewed all Meeting Minutes going back to 2023 and no Motion was ever issued authorizing the removal of the sidewalk
- Michael asked about the list of addresses that he gave to Council at last month’s meeting where, in his opinion, Zoning violations exist but no action has been taken by the Village – Mayor Purdy stated that the list is being investigated and we need to wait for Ben’s return before the Village can respond – reported that the dumpster at Linda Gray’s old residence is leaning towards the creek and a pile of debris is in the drainage ditch near the culvert inlet and that another resident complained about this and took a photo – he also reported that at this same address a car is parking on the right-of-way and feels that the car should be ticketed by the Sheriff – stated that Allan Michelson

used the legal term "public advance" and it should be included in the Minutes, he has a video of this and that he also received an email from Allan stating that he can make corrections to the Minutes

- Jamie reported that sidewalk sections are missing along E. Middle Street, and stated that it seems like she is experiencing harassment over her section of missing sidewalk
- Michael stated that the past Mayor, David Wilkinson, agreed to install drains to be located on the north side of E. Middle Street

**There being no further business to come before Council, Marti made a motion to adjourn at 7:59 PM, seconded by Jay. Vote; 5 ayes, 0 nays**

X

Mayor, Anna Purdy

(Fiscal Officer, Gary Harris